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SECRET

[redacted]

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Registered - Return Receipt Requested

[redacted]

25X1

Attention: [redacted]

25X1

Subject : Contract No. RD-113

Gentlemen:

As a result of a recent reinspection by my Security Representative on March 25, 1957, you must place in effect in either your present location or your new quarters the following security requirements:

a. That all classified documents and/or material of this organization must be stored in a safe or safe-type steel filing case weighing at least 600 pounds, bearing a Class "C" Underwriter's Laboratories fire label or better, and equipped with a manipulation resistant type 3-tumbler combination lock, or in lieu thereof permanently bolt or affix to the building your two-drawer Victor Fire Master file cabinet, or double the size and weight of same by permanently mounting a similar two-drawer file on top of the present unit.

b. Maintain a separate log, accessible only to persons holding contract security authorizations from the Contracting Officer, to record the receipt and dispatch of all classified documents in connection with the sponsor's contracts.

c. That the west wall of the proposed restricted area be sound-proofed with acoustic tile or paneling.

d. That a screen or shielding be provided on the inside of the proposed restricted area to preclude observation of the working area when the door is opened.

If there are any questions as to the implementation of these requirements, please feel free to write the undersigned.

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It is requested that you inform this office when the above requirements have been fulfilled.

Very truly yours,

[redacted] 25X1

Contracting Officer

Distribution:
Orig - Addressee
1 - RD-113 (Official)
1 - [redacted] 25X1
~~1 -~~ TSS/APD
1 - SS/OL
1 - Chrono
1 - Admin

OL/PD/CAB [redacted] (4-30-57) 25X1